

WTBN

RSO BRIEF

Range Coordination Procedures

1. Range Scheduling:

(A) Internal Units

- Internal units are defined as organizations that are part of Weapons Training Battalion.
- Range request must be submitted at least 14 days prior to the desired training date.
- Schedule training dates and ranges through WTBN (S-3)

Range Coordination Procedures

(B) External Units

- External units are defined as organizations and DOD personnel that are not part of Weapons Training Battalion. External units must have a prior written requests with the Operations Officer/Chief.
- Requests may be a typed letter, fax or E-mail.
- WTBN (S-3) must receive the range request at least 14 days prior to the desired training date.

Range Coordination Procedures

(C) Civilian Agencies

- Civilian agencies will follow the same procedures as external units. (NRA, PALMA, Rod and Gun Club, Local Law Enforcement etc.)

Range Coordination Procedures

(D) Range Terminology

- Officer in Charge - The person who is supervising the training.
- Range Safety Officer - the person who is responsible for the range, personnel on the range and all aspects of safety.
- "HOT" - The range is set-up and ready to fire.

Range Coordination Procedures

- Range Terminology (Continued)
 - “COLD” - All training is done and there will be no more firing.
 - “Cease Fire” - Command given on the firing line that lets shooters know to stop firing.
 - “Check Fire” - Term used to let the S-3/OOD know that the range will briefly discontinue firing with the intent to resume. The estimated duration of check fire and reason must be given.

Range Coordination Procedures

2. Responsibilities of the Requesting Unit:

- Range Safety Officer (RSO) Appointment
- Weapons Inspection (LTI)
- Medical Coverage will be required.
 - There will be medical personnel on duty while active duty USMC units are utilizing WTBN ranges.
- Targetry and/or Supplies

Conduct Of Ranges

1. **General Policies.** Units must coordinate with WTBN S-3 for scheduling and training approval. Liaisons for firing details and range personnel will ensure their personnel understand and comply with all range regulations. Do not proceed “down range” without approval from the S-3 office.

Conduct Of Ranges

- The Surface Danger Zone (SDZ) is the ground and airspace designated within the training complex (to include associated safety areas) for vertical and lateral containment of projectiles, fragments, debris, and components resulting from the firing or detonation of weapons systems.

Conduct Of Ranges

- The SDZs of many ranges overlap, creating a common impact area. Exercise caution, particularly when other ranges are used, to ensure that the area is safe before firing or moving down range. Close gates when required, to ensure personnel do not enter an SDZ.

Conduct Of Ranges

- DO NOT BYPASS LOCKED GATES. If given a key to access a certain range or area, ensure that all gates are left in the manner found, or leave a gate guard.
- In the event of aircraft fly over of less than 1,000 feet in altitude or within the range's SDZ, the RSO will immediately call a cease fire until the aircraft has passed.

Conduct Of Ranges

2. **Authorized Weapons**

- Handguns not to exceed .45 cal; range not to exceed 50 yards on pistol ranges.
- Rifles not to exceed 7.62mm (.308 cal), with permission from the Operations Officer; range not to exceed 1,000 yards.
- No fully automatic fire unless prior approval by the Operations Officer.

Conduct Of Ranges

- Shotguns; Slugs and buck shot through 7 gauge shot requires an impact berm.
- Black powder revolvers and muzzle loading pistols and rifles, not to exceed .75 cal.
- Only fire at authorized targets and on ranges designated by the Operations Officer.
- Visually inspect ammunition prior to use.

Conduct Of Ranges

3. **Weapons Inspection**

- All units conducting training will be responsible for the Limited Technical Inspection of their own weapons. Supporting documentation is required.

Conduct Of Ranges

4. **Communication Requirements.**

When a range is open for live fire the following communications conditions must exist:

- Red flags must be displayed from range flag poles before and during all live firing.
- During night firing or during reduced visibility utilize red lights on ranges and strobe lights for firing lines.

Conduct Of Ranges

- Ranges A through C will display line flags on all firing lines up to and including the yard line being fired on.
- Right and left lateral limits for each rifle range to include Hathcock are established by pit flags at both ends of the pit berm.
- Display pit flags on ranges A through Hathcock, at each end of the pit berm when that range is hot.

Conduct Of Ranges

- Voice communications must be in effect between the RSO and the S-3 during working hours, or the OOD after working hours. Channel #2 is the safety net and must be monitored at all times.
- Units must request permission to go HOT and advise when they go COLD. This is done through the S-3/OOD.

Conduct Of Ranges

- Radio checks must be conducted hourly through the S-3. If at any time a unit loses communication with the S-3/OOD, the RSO will place that unit in check fire until communications have been reestablished.
- Tactical call signs will not be used on the safety net. Units will refer to themselves by the range name.

Conduct Of Ranges

- The responsibility for proper communications with the S-3/OOD rests with the using unit's RSO.
- During emergency procedures, all units will continue to monitor the safety net. Training may continue unless a general cease-fire is put into effect by the S-3/OOD. All units will render assistance as requested by S-3/OOD.

Conduct Of Ranges

- Voice communications must exist between the pitts and the line on Ranges A through Hathcock whenever the pitts are utilized.

Conduct Of Ranges

5. **Ear and Eye Protection**

- Ear protection is mandatory for all personnel on the range.
- Double hearing protection is recommended on covered firing lines.
- Eye protection is mandatory when steel targets are used. Eye protection is recommended for all other live fire training as well.

Conduct Of Ranges

6. **Steel Targets**

- When firing on steel targets with pistol or shotgun, shooters must be a minimum of seven yards away.

Conduct Of Ranges

7. **Ammunition**

- Non-military units will handle, issue, recover and transport ammunition in accordance with their organizations and base regulations
- The RSO for military units is responsible for the overall care, handling, issue, and accountability of ammunition on his/her range.

Conduct Of Ranges

- Only authorized ammunition will be fired.
- Do not fire illumination or tracer ammunition without authorization from the Operations Officer.
- Do not modify or tamper with ammunition.
- Turn in saved rounds to the RSO upon completion of fire.

Conduct Of Ranges

- Ensure that live ammunition is not placed in trash or brass cans on the ranges. Brass will be thoroughly sorted and inspected for live ammunition.
- Inspect ammunition for serviceability (dents, loose projectiles, corrosion) prior to commencing live fire. Damaged ammunition will be turned in to range personnel immediately.

Conduct Of Ranges

- Only transport ammunition in a Government vehicle with a licensed ammunition driver.
- **At no time** will “Dummy” ammunition be used on the same range as live ammunition.
- Any unusual occurrence or malfunction will immediately be recorded by the RSO.

Conduct Of Ranges

- Do not issue ammunition from more than one lot number.
- Only issue enough ammunition to complete the training event.

Conduct Of Ranges

8. Vehicles

- No vehicles, except those authorized by the S-3 are allowed on the ranges or in the pit area.
- Military vehicles, including troop transport vehicles, will load and unload at the following locations:
 - Shooters parking lot

Conduct Of Ranges

- Along Range Road
 - Parking lots at the Pistol Range
 - Overflow Parking Lot.
- Parking on the grass areas is strictly prohibited.
- Requal shooters and requalification support personnel will park in the shooters parking lot.

Conduct Of Ranges

9. **Weather Conditions.** The S-3 Operations Officer is responsible for monitoring heat and fire conditions and electrical storm activity during all training on the Range Complex. A temporary cease fire (check fire) or complete termination of all training may be ordered by the S-3 if conditions warrant.

Conduct Of Ranges

(A) **Heat Conditions**. The S-3 will issue heat condition warnings and instructions to RSO's on modifying training if necessary.

Conduct Of Ranges

(B) **Fire Warning Conditions.** S-3 will issue warning conditions and instructions to RSO's on ordnance restrictions and other precautions. In the event of a **FIRE**, the RSO will call a check fire and notify the S-3/OOD. Using units will not fight the fire unless the fire is minor and will not endanger personnel.

Fire Danger Classification

Fire Warning Conditions (Continued)

(1) Class I and II:

- Normal conditions
- Fires are not likely to become serious.
- Control is relatively easy.
- Firing and smoking is permitted.

Fire Danger Classification

Fire Warning Conditions (Continued)

(2) Class III:

- Fires may become serious and control difficult unless extinguished when small.
- Caution must be used when using tracers, smoke grenades, pyrotechnics, or demolitions. Smoking is permitted.

Fire Danger Classification

Fire Warning Conditions (Continued)

(3) Class IV:

- Fires start easily, spread rapidly, and increase quickly in intensity.
- No firing of tracers or smoke grenades.
- Demolitions and pyrotechnics are not permitted unless confined within a fire resistant perimeter such as bare soil or recently burned over areas. These activities will be at the discretion of the Range Control Officer and Public Safety Division.
- Smoking is permitted in areas of exposed earth.

Fire Danger Classification

Fire Warning Conditions (Continued)

(4) Class V:

- Fires start quickly, spread furiously and burn intensely.
- No firing smoke grenades, demolitions, pyrotechnics or tracers are not allowed.
- Smoking is prohibited.

Conduct Of Ranges

(C) **Electrical Storms.** The S-3 will issue warnings of approaching electrical storms and instructions on further training. If an RSO sights electrical storm activity approaching his range before a warning has been issued, he will notify the S-3 immediately and move Marines to a secure area.

RSO Duties and Responsibilities

1. **Before Firing (Pre-Fire Checklist):**

- Report to (S-3) and sign for the range acknowledges that he understands and will comply with all range regulations, and all equipment: radio, range flags, any keys required and range usage/end of training report.

RSO Duties and Responsibilities

Pre-Fire Checklist (Continued)

- Conduct a safety brief for all personnel involved in the training evolution.
- Brief road guards (if needed) in their duties and ensure communication is established with them.
- Ensure all range gates and barriers denying access into the SDZ are utilized (if needed).

RSO Duties and Responsibilities

Pre-Fire Checklist (Continued)

- Ensure all support personnel have been briefed and understand emergency medical procedures.
- Before requesting permission to go hot, the RSO will ensure that the prefire checklist is completed.
- The RSO cannot sub-sign the range out to another unit without permission from S-3.

RSO Duties and Responsibilities

Pre-Fire Checklist (Continued)

- Report to S-3 and read the SOP binder.
- Inquire into any circumstances that might effect range utilization.
- Ensure that medical support and a safety vehicle are on hand.
- Ensure that all range safety precautions are exercised.
- Establish radio communications with S3

RSO Duties and Responsibilities

2. **During Firing:**

- Always be physically present on the firing line and in the most advantageous position to observe training.
- Monitor the radio on a continuous basis and conduct hourly radio checks with the S-3/OOD.

RSO Duties and Responsibilities

During Firing (Continued)

- Order an immediate cease fire if an unsafe condition exists.
- Ensure support personnel perform their prescribed duties during firing.
- Enforce all safety regulations.

RSO Duties and Responsibilities

3. **After Firing:**

- Ensure all weapons are cleared and that verbal declarations are made.
- Contact the S-3 and advise them that you are cold for the day.
- Be prepared to give rounds expended by DODIC and number of Marines trained
- Ensure the range is properly policed, conduct a post firing inspection and correct all discrepancies.

RSO Duties and Responsibilities

After Firing (Continued)

- Ensure all range equipment is returned to the S-3.
- Collect all unexpended ammunition, and ensure it is repacked in the original containers for turn in.
- Complete all paperwork associated with range utilization (Range Usage / End of Training Report).

RSO Duties and Responsibilities

After Firing (Continued)

- Supervise the police call of the range by putting all the trash in proper receptacles.

Internal Units:

- Coordinate with the Ammo section for brass, ammo crate and ammo can removal.

RSO Duties and Responsibilities

External Units:

- Return all brass, ammo cans and ammo crates to their original locations.
- Turn in all range safety equipment to the S-3 and complete all range paperwork (Range Usage/End of Training Report, Critique sheets).
- After working hours and on weekends, the OOD will perform all duties of the S-3.

Condition Codes

A weapon's readiness/safety status is described by one of four conditions. The steps in the loading and unloading process take the weapon through four specific conditions which indicate the weapon's readiness for live fire.

Condition Codes

- Condition 1. Magazine inserted, round in chamber, bolt forward, safety on, ejection port cover closed.
- Condition 2. (Applies to external hammer weapons only) Magazine inserted, round in chamber, action closed, hammer forward.

Condition Codes

- Condition 3. Magazine inserted, chamber empty, bolt forward, safety on, ejection port cover closed.
- Condition 4. Magazine removed, chamber empty, bolt forward, safety on, ejection port cover closed.

Safety Brief

- While on the range all commands will come from designated range personnel.
- Always follow the four safety rules:
 - Treat every weapon as if it were loaded.
 - Never point a weapon at anything you do not intend to shoot

Safety Brief

- Keep your finger straight and off the trigger until you intend to fire.
- Keep the weapon on “safe” until you are ready to fire.
- When loading, unloading or clearing weapons, muzzles will be pointed down range.

Safety Brief

- When not on the firing line, all weapons will be in condition 4, in the holster or slung.
- There will be no snapping in except while on the firing line during prep time or dry fire periods.
- No one will move forward of the firing line unless told to do so by designated range personnel.

Safety Brief

- All weapons will be inspected by range personnel prior to and upon completion of firing to ensure they are clear.
- Only authorized ammunition will be used on the range.
- No ammunition will leave the range. All unused ammunition will be collected by range personnel after police call.

Safety Brief

- The command “load” will come from designated range personnel.
- During firing if you experience an audible pop or reduced recoil, notify range personnel immediately.
- When the command “Cease Fire” is given, immediately stop firing, make a condition 4 weapon and stand by for the next command.

Safety Brief

- Anyone can call a “Cease Fire” if an unsafe condition exists.
- Hearing protection is mandatory and will be worn by all personnel on the range.
- At no time will a weapon be left unattended on the range.
- There will be no eating, drinking, smoking or dipping on the firing line.

Safety Brief

- No radios, walkmans or cell phones are allowed on the range.
- The pit flags are your left and right lateral limit markers for the range. No rounds will be fired to the right of the right marker or to the left of the left marker.